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## STANDING RULES OF THE SENATE

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[The 1979 general revision of the rules was accomplished by the adoption of S. Res. 274 on Nov. 14, 1979, a resolution submitted by Mr. Robert C. Byrd for himself and Mr. Baker; the preparation of the proposed revision was pursuant to the adoption of S. Res. 156 on May 10, 1976, a resolution by Mr. Robert C. Byrd; the general revision of the rules set forth in S. Res. 274 was somewhat altered in form by the adoption of S. Res. 389 on Mar. 25, 1980, to consolidate and renumber certain standing rules of the Senate.

[Changes to Senate rules since the last general revision in 1979 are indicated by footnotes in each succeeding edition of the Senate Manual.

[For the origin of various changes in Senate procedure between 1884 and 1979, as set forth in rules changes, adopted resolutions, and Legislative Reorganization Acts, see the table on p. XVI of *Riddick's Senate Procedure*, 1992.]

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### RULE I

1

#### APPOINTMENT OF A SENATOR TO THE CHAIR

1. In the absence of the Vice President, the Senate shall 1.1  
choose a President pro tempore, who shall hold the office  
and execute the duties thereof during the pleasure of the  
Senate and until another is elected or his term of office  
as a Senator expires.

2. In the absence of the Vice President, and pending the 1.2  
election of a President pro tempore, the Acting President  
pro tempore or the Secretary of the Senate, or in his ab-  
sence the Assistant Secretary, shall perform the duties of  
the Chair.

3. The President pro tempore shall have the right to 1.3  
name in open Senate or, if absent, in writing, a Senator  
to perform the duties of the Chair, including the signing  
of duly enrolled bills and joint resolutions but such substi-  
tution shall not extend beyond an adjournment, except by  
unanimous consent; and the Senator so named shall have  
the right to name in open session, or, if absent, in writing,  
a Senator to perform the duties of the Chair, but not to

extend beyond an adjournment, except by unanimous consent.

## 2

## RULE II

PRESENTATION OF CREDENTIALS AND QUESTIONS OF  
PRIVILEGE

- 2.1 1. The presentation of the credentials of Senators elect or of Senators designate and other questions of privilege shall always be in order, except during the reading and correction of the Journal, while a question of order or a motion to adjourn is pending, or while the Senate is voting or ascertaining the presence of a quorum; and all questions and motions arising or made upon the presentation of such credentials shall be proceeded with until disposed of.
- 2.2 2. The Secretary shall keep a record of the certificates of election and certificates of appointment of Senators by entering in a well-bound book kept for that purpose the date of the election or appointment, the name of the person elected or appointed, the date of the certificate, the name of the governor and the secretary of state signing and counter-signing the same, and the State from which such Senator is elected or appointed.
- 2.3 3. The Secretary of the Senate shall send copies of the following recommended forms to the governor and secretary of state of each State wherein an election is about to take place or an appointment is to be made so that they may use such forms if they see fit.

THE RECOMMENDED FORMS FOR CERTIFICATES  
OF ELECTION AND CERTIFICATE OF APPOINT-  
MENT ARE AS FOLLOWS:<sup>1</sup>

“CERTIFICATE OF ELECTION FOR SIX-YEAR TERM

“To the President of the Senate of the United States:

“This is to certify that on the — day of —, 20—, A— B— was duly chosen by the qualified electors of the State of — a Senator from said State to represent said State in the Senate of the United States for the term of six years, beginning on the 3d day of January, 20—.

“Witness: His excellency our governor —, and our seal hereto affixed at — this — day of —, in the year of our Lord 20—.

<sup>1</sup>All year designations within the following certificates were changed from 19 to 20 by S. Res. 99, 106–2, Apr. 27, 2000.